THE COMMUNITY FOUNDATION
FOR GREATER ATLANTA, INC.
THE HURT BUILDING SUITE 449 ATLANTA, GEORGIA 30303
404/688-5525 FAX 404/688-3060

Please give this and a copy of our letter to Mary Ann for our Meeting on Monday at Silver Hill Arcenbda Center

MY BROTHAZ KEEPER

BOOK

MY BROTHAZ KEEPER

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MY BROTHAZ KEEPER

Organizational Values

Our Values are:

1.) Leadership of My Brothaz Keeper acts as a servant to the Membership of MBK.

2.) Young Same-gender-loving men of African Descent are entitled to feel proud to be Young Same-gender-loving men of African Descent at all times and in all places.

3.) The Members of MBK will, can, and do support each other.

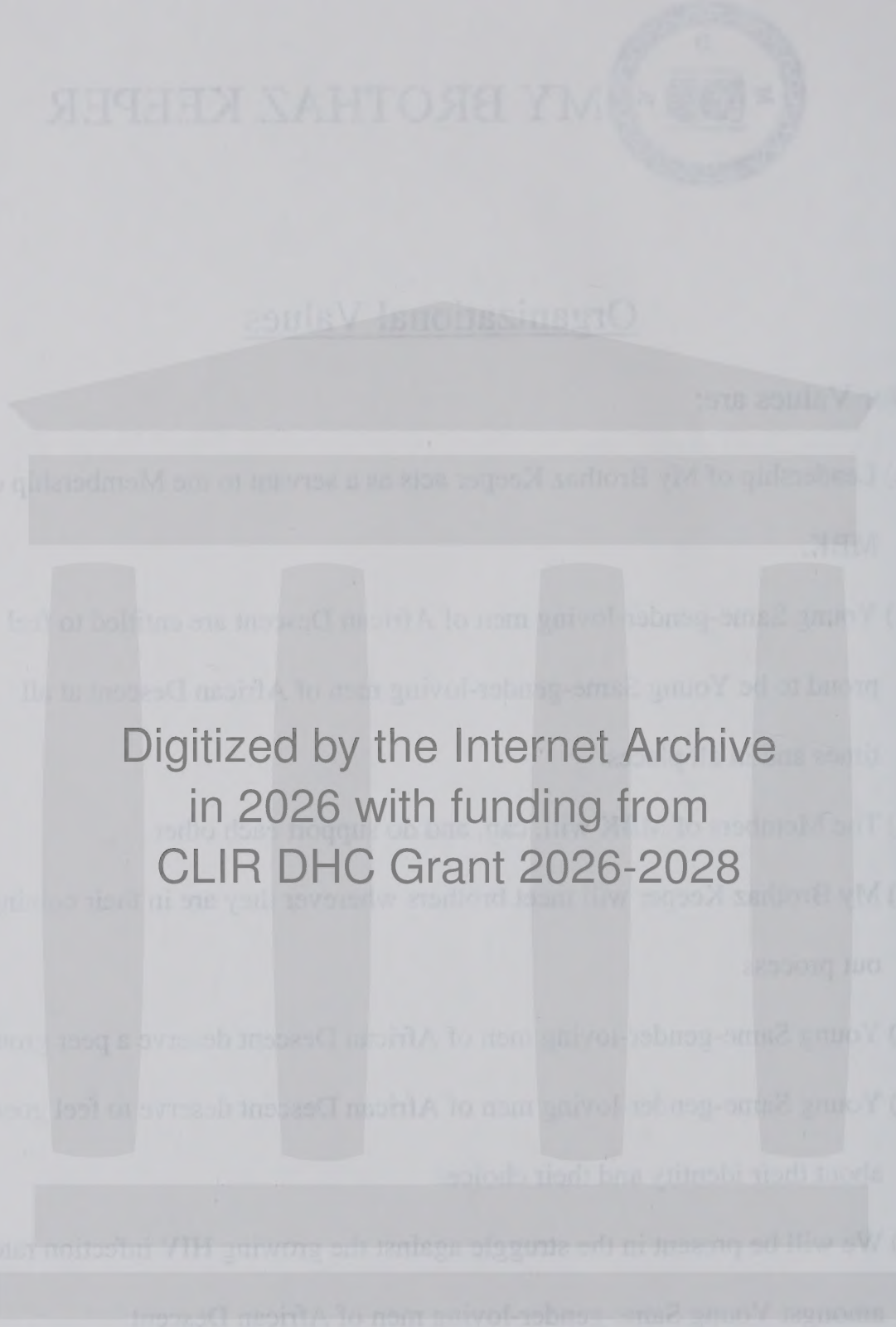
4.) My Brothaz Keeper will meet brothers wherever they are in their coming out process

5.) Young Same-gender-loving men of African Descent deserve a peer group

6.) Young Same-gender-loving men of African Descent deserve to feel good about their identity and their choices

7.) We will be present in the struggle against the growing HIV infection rate amongst Young Same-gender-loving men of African Descent

8.)We will form coalitions with other organizations that are willing to serve, assist and support Young Same-gender-loving men of African Descent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MY BROTHAZ KEEPER

Goals for 2000

1. To reach out to young SGL men of African Decent, 25 years of age and younger.
2. To prepare young SGL men of African Decent, 25 years of age and younger who age out of the target group or move out of the city for a "Rights of Passage Ceremony," (To be held on the solicits of each year).
3. To meet twice a month (the 1st and 3rd Sunday), and to hold one monthly "MBK Membership Business meeting,"
4. To obtain MBK T-shirts and flyers.
5. Use a Therapist as a supportive and intricate part of the group's accountability to its members and as a referral source for more specific and serious personal issues members may face.
6. Work towards being a Discussion, support and social group for brothers 25 and younger.
7. Form an **Outreach Committee** serious out reach for new members: via listing in publications, flyers, web-site postings and word of mouth
8. Do some Club outreach
9. Form an MBK Advisory Group
10. Aggressively search for funds for MBK through fundraisers and grants
11. Try some collaborations with the sistas in the community who are same sex attracted

MY BROTHAZ KEEPER

BYLAWS OF MY BROTHAZ KEEPER

ARTICLE I: ORGANIZATION AND PURPOSE

Section 1. Name and Charter

The name of this corperation shall be My Brothaz Keeper. The name may be represented as MBK,

Hereafter referred to as MBK. MBK is corperation organized exclusively for charitable, educational and social purposes to aide and assist same gender loving men of African decent from the age of 25 and younger.

Section 2. Location

The principal office of the organization shall be in the city of Atlanta, State of Georgia.

Section 3. Mission

To create a safe space for Same Gender Loving (SGL) Men of African descent, 25 years of age and younger. To engender in them (Same Gender Loving (SGL) Men of African descent, 25 years of age and younger) pride and a sense of community.

Section 4. Organization

MBK shall be composed of:

1. **General Membership;**
2. **Officers:**
   - Director
   - Associate Director
   - Secretary
   - Bookkeeper
3. **Ad Hoc:**
   - Committees
   - Programs
   - Activities/Social Events
4. **Advisory Group**
5. **Therapist**

BYLAWS OF MY BROTHER'S KEEPER

ARTICLE I: ORGANIZATION AND PURPOSE

Section 1. Name and Logo

The name of the organization shall be My Brother's Keeper. The name may be represented as MBK.

My Brother's Keeper is to be MBK. MBK is a corporation organized exclusively for charitable, educational and social purposes to unite and assist same gender loving men of African descent from the age of 25 and younger.

Section 2. Location

The principal office of the corporation shall be in the city of Atlanta, State of Georgia.

Section 3. Mission

To create a safe space for Same Gender Loving (SGL) Men of African descent 25 years of age and younger. To empower its Same Gender Loving (SGL) Men of African descent, 25 years of age and younger, provide a sense of community

Section 4. Composition

MBK shall be composed of

1. General Membership;
2. Officers
   - Director
   - Associate Director
   - Secretary
   - Treasurer
3. Ad Hoc
   - Committees
   - Programs
   - Activities/Social Events
4. Advisory Group
5. Therapist

MY BROTHAZ KEEPER

Section 5. Records, Minutes and Books

MBK shall:

1. Keep correct and complete books and records of accounts;
2. Keep minutes of the proceedings of the General Membership;
3. Keep minutes of the proceedings of the MBK Monthly Membership Business meetings;
4. Keep minutes of the proceedings of the MBK Advisory Group meetings;
5. Keep minutes of the proceedings of the 1st Sunday Structured/Social Activities and 3rd Sunday General Membership Support and Discussion group meetings;

Keep reports of the Ad Hoc Committees/Programs/Activities/Social Events; and

6. Keep a record of the member's current contact information.

Section 6. Execution of Documents

All contracts, checks, notes, or actions of like character issued or entered into by MBK shall be signed on behalf of MBK by at least one Officer.

Section 7. Fiscal Year

The fiscal year of the corporation shall be from January 1 through December 31.

Section 8. Governing Instruments These Bylaws shall govern the organization and shall become *effective on April 1, 2000.*

ARTICLE II: MBK ADVISORY GORUP

Section 1. Composition

A group of 3 or more African American Men versed in the community

1. Concerned with young African American males well being, growth and development
2. Not Capable of making any direct decisions

Section 2. Duties

1. To provide external support and guidance to MBK
2. To serve as a mentor to MBK
3. To provide detailed and specific suggestions to MBK's growth and developments
4. To meet monthly

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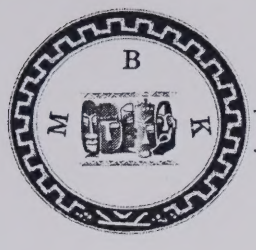


MY BROTHAZ KEEPER

Section 3. Meetings

Every 3rd Thursday and any additional meetings times set forth by the groups leader

Section 4. Qualifications

Members of the MBK Advisory Group must meet the following qualifications:

1) Not be a paid employee of MBK;
2) Show dedication for and a willingness to support the purpose, mission and goals of MBK;
3) Know and agree to abide by the bylaws and policies and procedures of MBK;
4) Demonstrate a willingness to commit the considerable time and energy necessary to run a successful organization;

Section 5. Terms of Office

Members of the MBK Advisory Group must adhere to the following stipulations:

1) The members of the MBK Advisory Group shall serve for as long as they are willing or capable of upholding the responsibilities set fourth by Article II; section 4 of the My Brothaz Keeper's By Laws

Section 6. Nominations and Elections

The MBK Advisory Group members will be held responsible and accountable for selecting a group leader, that Leader is held accountable by the membership of MBK and is govern by the rules stipulated in the By Laws of MBK as well as My Brothaz Keeper

Section 7. Meetings

The MBK Advisory Group shall conduct at least one (1) regularly scheduled monthly meeting. Special meetings of the MBK Advisory Group may be called at any time by the Director, Associate Director or by 3 or more MBK members. All meetings shall be conducted in observance of Robert's Rules of Order.

Section 7.1 Notice of Special Meetings

All MBK Advisory Group members shall be given at least a two- (2) day notice of special meetings. Notice of meetings may be given personally, by telephone, telegram, cablegram, e-mail or facsimile transmission and shall be deemed given when the telephone message, telegram, cablegram, e-mail or facsimile transmission is sent to the MBK Advisory Group member. The purpose of any meeting of the MBK Advisory Group shall be specified in the notice (or waiver of notice) of such meeting. An instrument in writing may waive the notice of a special meeting.

Section 7.2 Waiver

Attendance of a MBK Advisory Group member at a meeting shall constitute a waiver of notice of such meeting and a waiver of any and all objections to the meeting. This includes the time of the meeting, the manner in which it has been called or convened, and the notice of the purpose of the meeting. An exception would be when a MBK Advisory Group member states, at the beginning of the meeting, any such objection or objections to the transaction of business.

Section 7.3 Quorum

A quorum for the transaction of any business shall be a majority (50% plus 1) of the MBK Advisory Group members then in office. If a quorum is present, the MBK Advisory Group may act upon a majority vote of the members, except as otherwise specifically provided in these bylaws. Every MBK Advisory Group member shall have one (1) vote.

Section 7.4 Telephone and Similar Meetings

Members of the MBK Advisory Group or any committee thereof may participate in any meeting of MBK Advisory Group or any committee thereof by means of conference telephone or similar communication dissociates. All persons participating in the meeting must be able to hear and communicate with each other, and such participation in a meeting shall constitute presence in person at such meeting.

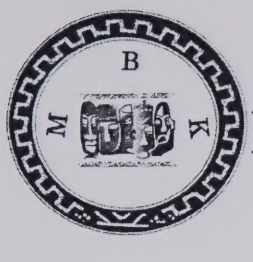
Section 7.5 Actions by the MBK Advisory Group without a Meeting

1) Group members shall not be limited in their time served on the Advisory Group
2) The term of office shall be from when they are initiated as members of the group and last until the are no longer willing or capable of upholding the responsibilities set fourth by Article II; section 4 of the My Brothaz Keeper's By Laws

Any action required to be taken or that may be taken at a MBK Advisory Group meeting, may be taken without a meeting if prior consent in writing is given by all MBK Advisory Group members. The written consent shall be filed with the minutes of the proceedings of the MBK Advisory Group. All reasonable attempts shall be made by the Secretary to contact MBK Advisory Group members and obtain a written vote. A quorum of the MBK Advisory Group members must affirmatively vote in writing for the action to be carried out

Section 8. Inspection of Books and Records

Every MBK Advisory Group member shall have the right, with reasonable notice, to inspect all books, records, and documents, which are the property of MBK. The MBK Advisory Group member's designated agent or attorney may make in person or this inspection with the right to copy and make extracts of documents.



Section 10. Compensation

MBK Advisory Group members shall receive no compensation for their serve Associates as MBK Advisory Group members. Nothing herein shall be construed to prevent a MBK Advisory Group member from receiving any compensation from the organization for duties other than that of a MBK Advisory Group member.

Section 11. Attendance at Advisory Group Meetings

To maintain voting eligibility, a MBK Advisory Group member must attend at least (9) regularly scheduled MBK Advisory Group meetings in a calendar year. The calendar year for the purpose of computing compliance begins in January to coincide with the fiscal year. MBK Advisory Group members may seek a waiver of the above requirements from the Director or Membership in case of personal emergency. In the absence of a Director, the respective Associate Director may act in his behalf. In the absence of both the Director and Associate Director, a committee may appoint an alternate member to act on its behalf provided; the Director approves such alternate.

Section 12. Resignation

A MBK Advisory Group member may resign at any time by delivering written notice to the Director, Associate Director or Secretary. A resignation is effective when the notice is delivered unless the notice specifies a later effective date. Resignation by a MBK Advisory Group member does not relieve such MBK Advisory Group member of any obligations incurred during his term of office.

Section 13. Vacancies

Vacancies occurring on the MBK Advisory Group may be left unfilled until successors are elected at the next October Monthly Membership Business meetings or General Membership meetings. Vacancies may also be filled at the next meeting of the respective Monthly Membership Business meetings or General Membership meetings. The Director, subject to the approval of the MBK Membership, may also appoint a successor to complete the balance of the term.

Section 14. Removal

By a two-thirds (2/3) vote, the MBK's Directors may remove a Director or Officer from the Advisory Group for cause. Prior notice must be given to the Director or Officer to be removed, and said Director or Officer must have had an opportunity to be heard within a timeframe established by the membership of MBK.

ARTICLE III: OFFICERS

Section 1. Officers the Officers of MBK shall be the Director, Associate-Director, Secretary and Bookkeeper. The General Membership shall elect the Officers by secret ballot at the General Membership meeting.

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Section 1.1 Director

The role of the Director of MBK is to clearly communicate the ideas and objectives of the membership of MBK. The Director or his designee shall be, subject to the control of the Membership of MBK and have the following powers and duties:

1. Preside at all regular and special MBK Monthly Membership Business Meetings and call special meetings of the same;
2. Sign or be aware of all contracts and other instruments connected with the business affairs and professional activities of MBK.
3. Serve as, or designate, the official representative and spokesperson of MBK for all media and at such meetings of other groups.
4. Promote the interests of MBK and be responsible for the progress and work of MBK;
5. Serve as an ex-officio member of all Ad Hoc Committees, Programs, and Activities except the Elections Committee;
6. Provide continuity and structure to the Activities, Social events, Programs, and ad hoc committees; and
7. Enforce group rules
8. Enforce group discipline policy
9. Enforce, and encourage the democracy for the group
10. To come up with an agenda for any scheduled meetings
11. Work with the membership of MBK on all administrative decisions
12. Attend every MBK meeting/function.
13. Secures verbally or in writing a substitute for and obtains a report on missed meetings and functions.
14. In the event there is no Secretary the Director assumes all his responsibilities until one has been appointed by membership or the Associate Director and Director.

Section 1.2 Associate-Director

The Associate Director or his designee shall, subject to the control of the membership and have the following powers And duties:

1. Serve in the absence of the Director
2. Assist the Director in the performance and execution of the Director's duties;
3. Assume the Director position upon appointment by the membership of MBK in the event of a vacancy of that position;
4. Serve as an ex officio member of all Ad Hoc Committees, activities and Programs except the Elections Committee and
5. Enforce group rules
6. Enforce group discipline policy
7. Enforce, and encourage the democracy for the group
8. Secure MBK's Therapist/Counselor and keeps constant communications with him.
9. In the event there is no Bookkeeper the Associate Director assumes all his responsibilities until one has been appointed by membership or the Associate Director and Director.

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Section 1.3 Secretary

The Secretary or his designee shall, subject to the control of the General Membership and officers of MBK, have the following powers

And duties:

1. Maintain an accurate roster of members;
2. Keep a roster of the General Membership;
3. Respond to, distribute and maintain copies of the correspondence of MBK at the direction of the Director;
4. Accurately record the minutes of the proceedings of all regular and special meetings of the Membership;
5. Give notice of all meetings of the MBK's Directors and of the General Membership required by the bylaws;
6. Keep the records of MBK in safe custody;
7. Surrender all MBK records to the incoming Secretary no later than 30 days of election. In the event of resignation or removal from office, surrender all records immediately; and
8. Serve as a member of the MBK.

Section 1.4 Bookkeeper

The Bookkeeper or his designee shall, subject to the control of the General Membership and officers of MBK, have the following powers

And duties:

1. Ensure that the organization follows all financial polices and procedures including supervision of the receipts and disbursements of all funds;
2. Make sure that a deposit of all moneys and valuables in the name and to the credit of MBK in such depositories as may be designated by the membership;
3. Beware of and approve on all checks;
4. Approve of all group expenditures in writing with his signature
5. Pay the bills of MBK and keep a record of the same;
6. Submit a monthly financial report to the Membership
7. Store MBK grant documentation
8. Be fully aware of MBK's grants and the groups responsibilities to the granters and MBK's level of accountability to the founders and our governing organization for those and any other funds;
9. Prepare for submission all necessary books, vouchers and records for independent review at the end of each term of office or upon request by the membership;
10. Surrender all MBK documents to the incoming Bookkeeper no later than 30 days after elections. In the event of resignation or removal from office, surrender all records immediately;
11. Serve as a member of MBK.

Section 2. Compensation

Officers shall receive no compensation for their service as Officers. Nothing herein shall be construed to prevent an Officer from receiving any compensation from the organization for duties other than that of an Officer.

Section 3. Debt Limit

No Officer shall be authorized to incur debts on behalf of the organization without prior approval of the Memebership.

ARTICLE IV: MBK MEMBERSHIP

Section 1. Composition

The MBK Membership shall be composed of the Director, Associate-Director, Secretary, Bookkeeper and General Membership of MBK.

Section 2. Duties/Powers

The MBK Membership shall assist the MBK's Directors in the execution of its duties as designated in Article II, Section 2 of these bylaws. The MBK Membership shall act as a representative of the MBK's Directors on business occurring between regular MBK's Directors meetings.

Section 3. Designation of Membership and Voting Eligibility

Any person attending MBK meetings shall be considered a part of the General Membership. General members maintain their voting by attending general membership meetings consistently.

Section 4. Disclosure

MBK shall not disclose the names, mailing or contact information of the general members without their consent.

Section 4.1 Quorum

A simple majority of MBK members shall constitute a quorum.

Section 5. Resignation

A member may resign by oral or written notice of resignation to the any general member of MBK.

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Section 6. Suspension, Termination, and Expulsion

The MBK's Directors may suspend or expel a member for cause under the MBK Group Process/Rules (refer to Article VII: section 4.1. of the MY Brothaz Keeper By Laws), in accordance with the MBK Disciplinary Policy Rules (refer to Article VII: section 4.2 and Section 4.2.1. of the MY Brothaz Keeper By Laws) once those offenses have been properly documented in the MBK Disciplinary Log Rules (refer to Article VII: section 4.3. of the MY Brothaz Keeper By Laws). Prior notice must be given to the member to be removed and said member must have had an opportunity to be heard within a timeframe established by the MBK Officers.

Section 6.1. The Group process/ rules:

1. Meeting begins promptly at 6:30 p.m.
2. Once meeting has begun please do not break the groups circle.
3. If tardy, please enter the space quietly and discreetly.
4. Please respect the designated facilitator and his rights to lead, direct, and control the group's process (i.e. his right to call for a vote to have a disorderly member removed form the group's space and disciplined under "The MBK Disciplinary Policy").
5. Please be conscious of the time you are taking during the groups meetings.
6. Do not dominate the groups meeting space and/or time.
7. Please use I statements, and try to only speak from your own experiences.
8. Confidentiality is mandatory
9. Anonymity is mandatory
10. Malicious attacks will not be tolerated before, during or after a group meeting or activity (MBK is a safe space).
11. My Brothers Keeper operates under a democratic process.
12. All direct and indirect participants of MBK must respect the group process.

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Section 6.2. Discipline procedure:

Once group's rules have been broken:

1. 1ST offense will warrant a Verbal Warning. The violator (s) will be given a warning by the designated facilitator
2. 2nd offense will warrant a Written Warning, after a vote is called for by the facilitator, of the group's membership.
3. 3rd offense will warrant a Written Warning, after a second vote is called for by the facilitator, of the group's membership.
4. After three violations of the group process the violator (s) will be suspended from My Brothaz Keeper's meetings and activities for a 60-day period.
5. Violations will be kept in the Disciplinary Log, which will be updated annually.

Section 6.2. 1. The MBK Disciplinary Policy

1. Verbal Warning
2. Written Warning
3. 2nd Written Warning
4. Suspension from group meetings and activities for a 60 day period

Section 6.3. The MBK Disciplinary Log

Name: Last, First	Rule Violated	# Violations	Date of entry:

Name (Last, First)	Rule Violated	# Violations	Date of entry

Section 3. Quorum

A simple majority of MBK Membership constitutes a quorum for the transaction of all business. Each MBK member shall have one (1) vote.

ARTICLE V: THERAPIST

Section 1. Composition

1. An African American male versed in the community as well as youth issues.
2. Concerned with young African American same-gender-loving men well being, growth and development
3. Not Capable of making any direct decisions for MBK.

Section 2. Duties

1. To be willing and capable of committing to meeting with the group's brothaz during any crisis or for answers to questions regarding any general and/personal concerns
2. To be willing and capable of providing references to support
3. To be willing and capable of providing one on one, and immediate support, as well as feed back for brothaz personal struggles
4. To be on call from 6:30 p.m. to 8:30 p.m. every 1st and 3rd Sunday and set additional hours to his own specifications
5. Provide a replacement source of support in the event he is unable to assist
6. To provide external support and guidance to MBK
7. To serve as a mentor to MBK, possibly sit on the Advisory Group
8. To provide detailed and specific suggestions to MBK's growth and developments
9. To meet with MBK's Officers at least monthly
10. To keep constant communications with MBK's Associate Director

Section 3. Meetings

As Needed/monthly

Section 4. Qualifications

Members of the MBK Therapist must meet the following qualifications:

1. A licensed and/or a degreed professional: social worker, psychologist or counselor
2. A person with experience in the gay community
3. A person with experience with the young gay community (preferably the young gay black community)
4. Not be a paid employee of MBK;
5. Show dedication for and a willingness to support the purpose, mission and goals of MBK;
6. Know and agree to abide by the bylaws and policies and procedures of MBK;
7. Demonstrate a willingness to commit the considerable time and energy necessary to run a successful organization;

Section 5. Terms of Office

The Therapist must adhere to the following stipulations:

1. The members of the MBK Therapist shall serve for as long as they are willing or capable of upholding the responsibilities set fourth by Article II; section 4 of the My Brothaz Keeper's By Laws
2. Group members shall not be limited in their time served.
3. The term of office shall be from when they are initiated as members of the group and last until the are no longer willing or capable of upholding the responsibilities set fourth by Article II; section 4 of the My Brothaz Keeper's By Laws

Section 6.1 Notice of Special Meetings

The Therapist shall be given at least a two- (2) day notice of special meetings. Notice of meetings may be given personally, by telephone, telegram, cablegram, e-mail or facsimile transmission and shall be deemed given when the telephone message, telegram, cablegram, e-mail or facsimile transmission is sent to the MBK Therapist. The purpose of any meeting of the membership shall be specified in the notice (or waiver of notice) of such meeting. An instrument in writing may waive the notice of a special meeting.

Section 6.2 Waiver

Attendance of a MBK Therapist at a meeting shall constitute a waiver of notice of such meeting and a waiver of any and all objections to the meeting. This includes the time of the meeting, the manner in which it has been called or convened, and the notice of the purpose of the meeting. An exception would be when a MBK Therapist states, at the beginning of the meeting, any such objection or objections to the transaction of business.

Section 6.4 Telephone and Similar Meetings

Members of the MBK Therapist or any committee thereof may participate in any meeting of MBK Therapist or any committee thereof by means of conference telephone or similar communication dissociates. All persons participating in the meeting must be able to hear and communicate with each other, and such participation in a meeting shall constitute presence in person at such meeting.

Section 6.5 Actions by the MBK Therapist without a Meeting

Any action required to be taken or that may be taken at a MBK Therapist meeting, may be taken without a meeting if prior consent in writing is given by all MBK Therapist. The written consent shall be filed with the minutes of the proceedings of the MBK Advisory Group. All reasonable attempts shall be made by the Secretary to contact MBK Therapist and obtain a written vote. A quorum of the MBK Therapist must affirmatively vote in writing for the action to be carried out

Section 7. Compensation

MBK Therapist shall receive no compensation for their serve Associates as MBK Therapist Nothing herein shall be construed to prevent a MBK Therapist from receiving any compensation from the organization for duties other than that of a MBK Therapist.

Section 8. Resignation

A MBK Therapist may resign at any time by delivering written notice to the Director, Associate Director or Secretary. A resignation is effective when the notice is delivered unless the notice specifies a later effective date. Resignation by a MBK Therapist does not relieve such MBK Therapist of any obligations incurred during his term of office.

Section 9. Vacancies

Vacancies occurring on the MBK Therapist may be left unfilled until successors are elected at the next October Monthly Membership Business meetings or General Membership meetings. Vacancies may also be filled at the next meeting of the respective Monthly Membership Business meetings or General Membership meetings. The Director, subject to the approval of the MBK Membership, may also appoint a successor to complete the balance of the term.

Section 10. Removal

By a two-thirds (2/3) vote, the MBK's membership may remove a Director or Officer from his position for cause. Prior notice must be given to the Director or Officer to be removed, and said Director or Officer must have had an opportunity to be heard within a timeframe established by the membership.

ARTICLE VI: AD HOC ACTIVITIES/SOCIAL EVENTS

Section 6. Ad Hoc Activities/Social Events

The Membership of MBK may establish and dissolve Ad Hoc Activities/Social Events based on the needs of the organization. The Membership shall appoint coordinators to direct the ad hoc Activities/Social Events. These Activities/Social Events shall be accountable to the Members as well as the MBK's Directors of MBK in all matters.

Section 2. Composition

All Ad Hoc Activities/Social Events shall be composed of a Director who will serve as Director, an Associate Director who will serve as Associate-Director and members-at-large. Ad Hoc Activities/Social Events members may be drawn from the General Membership and other same-gender-loving Men of African Descent. Each Ad Hoc Activities/Social Events shall maintain a roster of its members.

Section 3. Term of Office

The Director and Associate Director shall serve for duration of the committee

Section 4. Nominations and Elections

Nominations of MBK's Directors and Associate MBK's Directors shall be made during the Ad Hoc Activities/Social Events meetings for election at their respective Ad Hoc Activities/Social Events meetings.

Section 5. Meetings

The Ad Hoc Activities/Social Events coordinators shall meet at least monthly. The Director, Associate Director or a majority of the members of Ad Hoc Activities/Social Events coordinators may call a special meeting of that committee at any time. Activities/Social Events coordinators shall have the following operational responsibilities:

1. Have a minimum of one (1) regular monthly meeting;
2. Have an agenda for each meeting;
3. Keep minutes of each meeting, and submit a copy to the Secretary; and
4. Develop their own process of addressing interpersonal issues and conflicts.

ARTICLE VII: AD HOC COMMITTEES

Section 6. Ad Hoc Activities/Social Events

The Membership of MBK may establish and dissolve Ad Hoc Committees on the needs of the organization. The Membership shall appoint coordinators to direct the Ad Hoc Committees. These Ad Hoc Committees shall be accountable to the Members as well as the MBK's Directors of MBK in all matters.

Section 2. Composition

All Ad Hoc Committees shall be composed of a Director who will serve as Director, an Associate Director who will serve as Associate-Director and members-at-large. Ad Hoc Committees members may be drawn from the General Membership and other its same-gender-loving Men of African Descent. Each v shall maintain a roster of its members.

Section 3. Term of Office

The Director and Associate Director shall serve for duration of the committee

Section 4. Nominations and Elections

Nominations of MBK's Directors and Associate MBK's Directors shall be made during the Ad Hoc Committees meetings for election at their respective Ad Hoc Committees meetings.

Section 5. Meetings

The Ad Hoc Committees shall meet at least monthly. The Director, Associate Director or a majority of the members of Ad Hoc Committees may call a special meeting of that committee at any time Ad Hoc Committees shall have the following operational responsibilities:

5. Have a minimum of one (1) regular monthly meeting;
6. Have an agenda for each meeting;
7. Keep minutes of each meeting, and submit a copy to the Secretary; and

Develop their own process of addressing interpersonal issues and conflicts.

ARTICLE VIII: AD HOC PROGRAMS

Section 1. Ad Hoc Activities/Social Events

The Membership of MBK may establish and dissolve Ad Hoc Programs on the needs of the organization. The Membership shall appoint coordinators to direct the Ad Hoc Committees. These Ad Hoc Programs shall be accountable to the Members as well as the MBK's Directors of MBK in all matters.

Section 2. Composition

All Ad Hoc Programs shall be composed of a Director who will serve as Director, an Associate Director who will serve as Associate-Director and members-at-large. Ad Hoc Programs members may be drawn from the General Membership and other its same-gender-loving Men of African Descent. Each v shall maintain a roster of its members.

Section 3. Term of Office

The Director and Associate Director shall serve for duration of the committee

Section 4. Nominations and Elections

Nominations of MBK's Directors and Associate MBK's Directors shall be made during the Ad Hoc Programs meetings for election at their respective Ad Hoc Programs meetings.

Section 5. Meetings

The Ad Hoc Programs shall meet at least monthly. The Director, Associate Director or a majority of the members of Ad Hoc Programs may call a special meeting of that committee at any time Ad Hoc Programs shall have the following operational responsibilities:

8. Have a minimum of one (1) regular monthly meeting;
9. Have an agenda for each meeting;
10. Keep minutes of each meeting, and submit a copy to the Secretary; and

Develop their own process of addressing interpersonal issues and conflicts.

ARTICLE IX: CONTRACTS, CHECKS, DEPOSITS AND FUNDS

Section 1. Contracts and Instruments

MBK's Directors with the approval of the general membership may authorize any officer or officers, agent or agents of the organization, in addition to the officers so authorized by these bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the organization. Such authority may be general or defined in specific instances.

Section 2. Checks, Deposits and Funds

All checks, drafts, or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the organization shall be noted by all officers, agent or agents of the organization and in such manner as shall from time to time be determined by resolution of the Membership and the groups Directors. In the absence of such determination by the Membership, the Director, Associate Director and the Bookkeeper shall sign such instruments.

ARTICLE X: INDENINIFICATION

The organization shall indemnify and hold harmless each person who shall serve at any time hereafter as a Director, Officer, employee, or agent of the organization (including the heirs, executors, administrators or estate of such person) from and against any and all claims and liabilities to which such person shall become subject by reason of his having heretofore or hereafter been a Director, Officer, employee, or agent of the organization, or by reason of any action alleged to have been heretofore or hereafter taken or omitted by him.

ARTICLE XI: AMENDMENTS

These bylaws may be altered, amended, repealed, or added to by the affirmative vote of not less than two-thirds (2/3) of the MBK's Directors or a simple majority of the General Members present at a quarterly or special meeting. Proposed amendments shall be submitted in writing to the MBK's Directors or the General Membership at the meeting is preceding the MBK's Directors or General Membership vote.

ARTICLE XII: DISSOLUTION

Upon the dissolution of the organization and after all outstanding obligations have been satisfied, the membership shall distribute the remaining assets to organizations that reflect or support the mission of MBK.

ARTICLE XIII: RULES OF ORDER

All meetings shall be conducted in observance of Robert's Rules of Order. The Director of the meeting may appoint a parliamentarian to aid in conducting meetings.

ARTICLE XIV: STAFF

The MBK's Directors shall be responsible for creating and implementing such staffing arrangements as required providing for the conduct of MBK business. A Director or Officer may not serve on the staff of the organization.

MY BROTHAZ KEEPER

The MBK Group Process/ Rules:

1. Meeting begins promptly at 6:30 p.m.
2. Once meeting has begun please do not break the groups circle.
3. If tardy, please enter the space quietly and discreetly.
4. Please respect the designated facilitator and his rights to lead, direct, and control the group's process
5. Please be conscious of the time you are taking during the groups meetings.
6. Do not dominate the groups meeting space and/or time.
7. Please use I statements, and try to only speak from your own experiences.
8. Confidentiality is mandatory
9. Anonymity is mandatory
10. Malicious attacks will not be tolerated before, during or after a group meeting or activity (MBK is a safe space).
11. My Brothers Keeper operates under a democratic process.
12. All direct and indirect participants of MBK must respect the group process.

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MY BROTHAZ KEEPER

Discipline Procedure

Once group's rules have been broken:

1. 1ST offense will warrant a **Verbal Warning**. The violator (s) will be given a warning by the designated facilitator
2. 2nd offense will warrant a **Written Warning**, after a vote is called for by the facilitator, of the group's membership.
3. 3rd offense will warrant a **2ND Written Warning**, after a second vote is called for by the facilitator, of the group's membership.

- After **three violations** of the group process *the violator (s) will be suspended from My Brothaz Keeper's meetings and activities for a 60-day period.*
- Violations will be kept in the Disciplinary Log, which will be updated annually.

The MBK Disciplinary Policy

1. **Verbal Warning**
2. **Written Warning**
3. **2nd Written Warning**
4. **Suspension from group meetings and activities for a 60 day period**

MY BROTHAZ KEEPER

The MBK Disciplinary Log

Name: Last, First	Rule Violated	# Violations	Date of entry:

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